SPECIFICATION.

OF

PROPOSED ALTERATIONS & ADDITIONS

TO PREMISES LWR. CVBA ST. WELLINGTON
FOR

THE PUBLIC TRYSTEE - T. G. MACARTHY EST. -

WELLINGTON JUNE 1928

J.M. DAWSON ENZLA.
ARCHITECT.

BUILDING APPLICATION FORM.

	MEITING	TON,
To the City Engineer, Wellington.	220 100 752 (820 100 752)	Date:19
Sir, I hereby apply for perm	nission to Make a	Uralion
at Fisck Bank hur pak selle House No. and Street	Pula Phut for L	ubli Luster
of		
and Specifications deposited	herewith.	
Particulars of Land:—Lot	No3	TOWN SECT. 210
Frontage	By depth of	Area
Particulars of Building:—F	oundations	Walls
Roof	Area of Ground Floor	square feet
Area of Outbuildings	sq. ft. Esti	mated cost £ 2200
	Yours faithfully,	
	4-11	M. Chon Builder
•	Postal Address 6	ruids lehandurs
PHILLIPS PRINT.	B	Woodward stuff

Telegraphic Address: "TRUSTWORTHY."

Gable Address: "TRUSTY." Code used: A B C, 5th Edition.

PS.



OFFICE OF THE

DISTRICT PUBLIC TRUSTEE,

WELLINGTON (C. 1). N.Z.

17th April, 1936.

REPLIES TO BE ADDRESSED TO
"DISTRICT PUBLIC TRUSTEE,
PRIVATE BAG,
WELLINGTON (C. I), N.Z."

THE PUBLIC TRUSTEE

The City Engineer, Town Hall, WELLINGTON. C.1.

Вилиция и продерживается в принаграмент принаграмент и принаграмент и принаграмент принаграмент

ADMINISTERS ESTATES AT LOW COST.

Dear Sir,

PREPARES WILLS AND HOLDS
THEM IN SAFE CUSTODY FREE OF
CHARGE WHEN HE IS APPOINTED
EXECUTOR.

ACTS AS EXECUTOR OF WILLS
EITHER ALONE OR IN
CO-OPERATION WITH ADVISORY

TRUSTEES.

•

Estate of THOMAS GEORGE MACARTHY.

The estate owns the property Nos. 58-60 Cuba Street. Please allow the estate's architects, Messrs, Lawrence & Swan, to peruse the plans relating to this building.

ACTS AS AGENT OR ATTORNEY.

Yours faithfully,

Plan Perusid 21. 4. 36. James H. Wan Lemans & Wan

for the District Public Trustee.

Jendons close at home on Wednesday 18th July.

Amount of Deforit

Date of Completion 12 Weeks from date of acceptance

Damages for how-completion Iwo Pounds Sty (\$2.0.0)

Period of maintenance (90) hinty clays.

SPECIFICATION of Work and Material required for <u>ALTERATIONS & ADDITIONS</u> to premises in <u>LOWER CUBA STREET</u> for <u>THE PUBLIC TRUSTEE</u> executive for <u>T.G.</u> MAGARTHY ESTATE.

Wellington, June, 1928. J.M. Dawson, F.N.Z.I.A.

Architect.

PRELIMINARY.

The General Conditions of Contract hereto attached together with this specification and the drawing marked 348/1 shall form the basis of this contract.

The building to which the work under this contract applies is the three storey building in Lower Cuba Street, known as the Coffee Palace, and which adjoins the Bank of N.Z. building.

Builders intending to submit a tender are requested to visit the Premises and ascertain for themselves the nature and extent of the work.

DISMANTLING.

Where any supporting columns, piers, partitions etc. are to be removed the parts of the building they carry shall be temporarily supported in a proper and secure manner until the permanent supporting members are fixed. Remove the existing columns, piers, beams etc. from the front of the bottom storey and remove all the existing verandah and partitions on all floors except those which occupy their existing position in the building as remodelled.

The whole of the ground floor shall be removed and all the plumbing fixtures etc. throughout. The shed in Area containing the H.W. cylinder and the kitchen range and chimney shall also be removed. Any material or article removed if in thoroughly sound and good condition and approved by the Architect as suitable may be re-used in the new work. All material and articles removed if not re-used shall become the property of the Contractor and shall be taken away from the job.

EXGAVATOR.

Excavate for new foundations, drains etc. Clear away all surface rubbish after the ground floor has been removed and do what levelling or filling is required to form a bed for the new concrete floor.

CONCRETOR.

Gongrete: All concrete shall be composed of one of approved

Portland cement to four of clean hard well graded gravel having no
stones larger than lar gauge. This shall be thoroughly mixed and
used immediately after mixing.

Foundations: All foundations shall be laid at a depth of 3ft. below the pavement level and the value of any variation in this depth which may be desired when the ground is opened up shall be adjusted on the contract sum. The foundations under the stanchions shall be 2'-9" square and 12" deep and the base of the stanchion below floor level shall be well encased in concrete.

The foundation under the new brick dividing wall shall be 18" wide by 9" deep.

CONCRETE: FLOORS: The whole of the ground floors shall be laid with 4" of concrete. Before laying the concrete the ground shall be covered with a 5" layer of stones, brickbats or other hard material and this shall be covered with building paper to prevent the concrete filling up the voids. These floors shall be trowelled up to a smooth even surface with 1 to 1 cement and sand before the concrete takes its initial set. the shop entrances and other parts which are tiled shall be graded as required.

ENCASING STEELWORK: All beams and stanchions in front wall shall be wound round with No. 8 wire at 9" pitch and encased in concrete.

The two lines of beams shall be encased as shown in half inch detail and the stanchions below the verandah shall be encased in not more than 1" of fine concrete.

LINTELS ETG.: Where the pier is removed at the back of No.1 shop two lintels shall be formed as shown in Section C.D. The one at flat roof level shall be reinforced with 3-2" bars and the higher one with 4-2" bars. The lintels over the new openings in existing walls and in openings in the new brick wall shall be of concrete reinforced with 2-2" bars. All lintels shall have ample bearing on the supporting walls.

GENERAL: A 2" reinforcing rod shall be set in the concrete casing of the main beam as shown and this shall be supported from the main beam with 1" stirrups at 5ft. centres. Build in window frames, anchor bolts etc. as required. Porm approved concrete beds in the top of the brick dividing wall to carry the two standhions.

BRICKLAYER.

All bricks shall be lat. quality stock and they shall be laid in mortar composed of one of cement, one of hydraulic lime and six of clean sand. The lime and sand shall be mixed and allowed to stand for at least 24 hours and it shall be broken down and the cement added immediately before use. All brickwork shall be laid in Colonial Bond, i.e. three courses of stretchers to one of headers.

Baild up the dividing wall between the two shops with 9"
brickwork from the feundations to the under side of the first floor
brick
joists. Cut out the openings in the existing, walls for the new
windows and properly build in same. Build up the risers under
show windows in 42" work and leave vent openings as required.

RONFOUNDER.

All structural steel shall be of approved British manufacture and all work shall be riveted together with $\frac{\pi}{2}$ " rivets except such connections which are made on the job which shall be secured with $\frac{\pi}{2}$ " engineers bolts. The stanchions shall have base plates, gussets, angle connections etc. as shown and they shall be secured to the foundations with $\frac{\pi}{2}$ " anchor bolts.

The seven verendah beams shall be 4"x 4"x 2" T steel fitted at the outer ends with 3" plates shaped as shown and supported with 1" suspension rods hooked round the main beam. These T beams shall be drilled at 2ft. centres with 3" holes to take the wood bearers.

A 6"x 3" R.S.J. shall be fixed from the main beam to the end of brick dividing wall as shown to carry the floor joists over this span. All steelwork shall be of the sizes figured on drawings and shall be fixed as shown. The ends of girders at brick walls shall have not less than 8" bearing and the webs shall be drilled to take a short length of \$\frac{4}{2}\$" anchor bar.

CARPENTER.

All timber shall be the best of its class and where not otherwise specified rough timber shall be 0.8. and dressed timber shall be clean heart red pine. All dressed timber shall be thoroughly seasoned and rough timber shall be reasonably dry.

All finishing and other exposed timber shall be cleanly dressed and nails shall be punched.

<u>VERANDAH:</u> Cleats of 2"x 13" shall be fixed on the flanges of the T beams and secured to the webs with §" bolts at 2ft. centres.

The joists shall be 4"x 2" spaced as shown and fixed to the bearers. The top of the joists shall be covered with 6"x 1" sarking well closed up and doubled nailed and the under side shall be lined with fibrous plaster board. The 10"x 2" fascia with the capping, apron piece, and filletshall be fixed along the front and at the return of both ends. The fascia shall be secured to the cleats at the ends of beams with \$\frac{1}{2}"\$ bolts and a \$\frac{1}{2}" x \frac{3}{4}"\$ fillet shall be fixed on the capping over the edge of the Maltheid.

The gutter board shall be fixed on 2" cleats at 18" centres and angle fillets shall be provided on both sides. Form approved sumps at each end over the down pipes. The T beams shall be encased with 1" stuff and mock beams shall be carried along the back and front dividing the ceiling into six panels. The panels shall be surrounded with 1" margin pieces and 2" bed moulding.

Pix dwangs between the joists as required to fix the plaster board and provide the necessary fixing in the centre of each panel to carry the electric light. The fascia etc. shall be of heart totars and the versadah shall be given a fall of 2" towards the gutter.

FLOOR JOISTS FTC.: As ## is not known on what partitions the existing joists of the upper floors are supported the Contractor shall allow for connecting the ends of each line of joists with a 12"x 2" splice piece 8ft. long. The lining shall be stripped to allow of these being fixed and they shall be well spiked to the joists. If when accurate knowledge of the existing construction is ascertained it is decided to deal with the matter differently the variation in cost shall be added to, or deducted from, the contract price as the case warrants. The light well opening in the top floor shall be filled in with 12"x 2" joists at 18" centres and these shall be covered on top with 6"x 1" T.G. heart matai flooring and rough lined below.

FLOOR PATCHING: The T & G flooring on the upper floors where the partitions have been removed shall be made good and other defective

parts of the floors shall be repaired as required to form a generally even and sound surface.

<u>PLAT ROOP:</u> The existing roof over the back extension to No. 1 Shop shall be removed and a flat roof shall be erected in its place.

The joists shall be 8"x 2" at 18" centres and the roof shall be given a fall of 6" towards the Area. The ends of the joists shall be supported on 5"x 2" bearers secured to the walls with 8"x 2" bolts at 2ft. 6" centres. The joists shall be covered with 6" x 1" sarking well closed up and double nailed and 2"x 2" angle fillets shall be fixed around at the parapets. A gutter shall be formed at the area side by fixing a 10"x 12" heart totars fascis with the top edge 4" above the roof and fixing an angle piece behind.

Porm a proper sump and outlet as required.

LINING: The whole of the ceiling of the two shops and the shop side of the stair partition and the soffit of stairs in No. 2 Shop shall be covered with asbestos coment sheets or sheet iron as approved by the City Engineer. These ceilings etc. shall then be strapped with 2"x 1" at not more than 18" centres and lined with "Maxwell Board" or other similar approved patent plaster board. The joints in this lining shall be set out in rectangular and symmetrical panels and covered with 3"x 2" heart red pine strapping. Margin boards of 5"x 1" and 2" bed moulding shall be fixed round the ceilings at wall angles. The whole of the walls and ceilings of the two upper floors including the walls, ceilings and partitions of the

levatories, also the walls and ceiling of passage on the ground floor and the walls, partitions and ceiling of ground floor lavatories and the ceiling of the back extension to No. 1 Shop shall be lined with plasterboard, strapping, bed moulding etc. as specified for Shops except that they will not have the asbestos or sheet iron lining.

The shafts to skylights in top ceiling shall be lined and strapped as above and fitted with margin pieces round.

PARTITION FRAMING ETC.: All framing timber shall be 4"x 2".

All lavatory partitions shall have top and bottom plates and stude at 18" centres and they shall be dwanged as required to take lining.

A partition shall be built over the show window between the end of the brick dividing wall of shops and the front wall. This shall have study and plates as above and shall be lined with plaster board on both sides and strapped as previously specified.

The two W.C. partitions on the ground floor shall extend to the height of semen feet (7ft.) only and shall be finished with a capping. The W.C. partitions on the upper floors on the side of the lavatory basins shall also be 7ft. in height but the partitions dividing the mens' from the ladies' lavatories shall extend the full height.

PALSE FLOORS & CEILINGS: The felse floors in the show windows shall be built at the height of the sills with 4"x 2" joists and 6"x 1" The Joists shall be supported in an approved manner from the concrete floor below and where the flooring intersects with the walls a bed moulding shall be fitted in the angle.

False ceilings shall be fixed over the two entrance recesses to shops. Bearers of 4"x 2" shall be fixed over the show window heads and against the wall on the North side and 4"x 2" joists shall be fixed between these. The under side of these false ceilings shall be lined with fibrous plaster board strapped and panelled to approval and the tops shall be covered with 6"x 1" T & 2 matched lining. The edges of these ceilings which are exposed inside the show windows shall be finished with 1" riser and capping boards.

SKIRTING & ARCHITRAVES: All window and door openings including existing openings shall be fitted with plain bevelled 4"x 1" architraves and the windows shall have 1" sill boards with bed mould under. All lined walls shall have plain bevelled 6"x 1" skirting. The skirting in lavatories shall be set up 5" from the floors to allow of the composition flooring being turned up under.

SENERAL: The stanchion on the first floor shall be strapped round at 13" centres with 2"x 1" and encased with 1" boarding neatly fitted and with beaded joints and 2" capping and base moulds shall be fitted at top and bottom. The steel beams supporting the first floor ceiling shall be strapped round at 18" centres with 2"x 1" and encased with plaster board, the soffit and sides being set out in panels and strapped with 3"x \frac{3}{4}". Gut away and alter the passage partition in front and trim new doorway and familish openings as required. Fill in the existing doorway in passage partition where shown.

JOINER.

All timber shall be thoroughly seasoned and unless otherwise specified shall be clean heart red pine. All joinery shall be properly put together and cleanly dressed. The timber sizes specified herein shall be subject to the usual allowance for dressing.

RECEIVED JUL 1928

SHOW WINDOWS: win All timber in show windows shall be of Californian redwood. The show windows shall be built as shown on drawings and in accordance with detail drawings to be supplied. The sills, transoms, heads, and styles shall be solid rebated out of 5"x 2" and angle mullions shall be 12" round. The glass shall be secured in place with moulded fillets secured at 9" centres with brass sorews and the fillets at back of the round mullions shall be secured with long screws at 6" centres. The frames shall be truly erected and secured to plugs in the concrete work as directed. The door posts shall be solid rebated 4"x 4" and they shall extend to the ceiling and shall be fitted with solid rebated transcess etc.

best British polished plate glass and above the transoms with leaded lights of the design shown. The leads shall be in and the glass white Flemish. The transom lights shall be divided into sections as shown with lim solid rebated mullions. All the glasing shall be well bedded and secured with wood fillets and made thoroughly water-tight. Quarter round bed moulding shall be fitted round inside the windows wherever required to make a neat finish.

drawings. The framing shall be 4"x 2" consisting of top and bottom plates, uprights, rails etc. The solid portion shall be filled in with (filled) 1" T & G & V jointed boarding and finished with bed moulding on both sides. The space above shall be finished with 2" sames divided as shown and glased with white Flemish glass.

The bottom of the window backing shall be finished with a l' board having perforated zinc vents as shown. Fit stops etc. at door openings and fix bed moulding in angles where required.

DOOR FRAMES: The ground floor lavatories shall have frames in the external wall having famlights extending 5ft. above the door heads.

The styles, heads, and transoms shall be run out of 4"x 5" and the frames shall be well secured in the opening. A space of 5" shall be left between the top of the head and the under side of the new concrete lintel. The familiants shall be fitted with 2" saubes divided as directed and glassed with white Flemish glass.

All timber heart of totars. The front door frame at passage shall have $2\frac{1}{2}$ solid related styles and head and 3" solid related transcess. This frame shall have two familiants, the leaded one below and the other above the false ceiling as shown.

The top famlights shall be divided as shown and glazed with white Flemish glass. All other doors shall have 2" solid rebated frames well secured in the openings.

DOORS: All doors shall be 2" in thickness and of the sizes shown or figured. The two shop doors and the front door of the passage shall be as shown in Pront Elevation having one panel below and being

glased with $\frac{1}{4}$ " bevelled polished plate glass above and they shall be bollection moulded both sides and hung with three $4^{11}x$ 4^{11} loose pin antique hinges. The doors in the window backing shall be passelled as shown and hung with two 4^{11} cast butts.

The two back doors of shops shall be $6ft.8" \times 2ft.8"$ four panelled and each hung with two 4" cast butts. The two outside doors of ground floor levatories shall be $6ft.3" \times 2ft.6"$ framed ledge hung with two 4" cast butts and kept up 3" from the floor.

All other doors shall be 6ft.6" x 2ft.3" three panelled and similar in design to those in show windowbacking, the top panel being of white Arctic glass and they shall be each hung with two 4" east butts.

EINDOWS: All timber shall be of heart totare. Sills shall be run & heads out of 4"x 4" and styles/out of 4"x 3". All sashes shall be 2" and glazed with white Plemish glass. The windows over the verandah shall be as shown in Front Blevation and the sashes shall be divided with 12" bars as shown. The window in main wall over the flat roof at back shall be similar to the centre one over the verandah but 3ft.6" in height as shown in Section C.D. and the sash shall be hung at the bottom with three 3" butts to open inwards.

The two windows in the extension to No.1 Shop shall each be Sft.9" wide by 4ft. in height and the sashes shall be hung at bottom with two 3" cast butts to open inwards at top. The new windows of upper floor lawstories shall be 3ft.6" by 2ft. and the sashes shall be pivot hung. All existing windows shall be repaired and reglased as required and put is proper order. The familiants over the shop doors shall be hung at bottom with 5" cast butts to open inwards.

Allow the sum of Twenty Pounds Stg. (£20-0-0) for sash and door furniture as selected.

GENERAL: Repair and make good as required all existing joinery such as stairs etc.

PLASTERER.

INSIDE: All inside plastering shall be done in two coats, the first shall be 1 to 3 cement and sand and the finishing coat shall be lime and plaster putty trowelled to a smooth even surface.

The existing brick walls to be plastered shall be thoroughly cleaned. Plaster the whole of the existing and new brick walls of Shops including the walls of the extension to No.1 Shop.

Plaster the concrete columns and beams etc. in front and plaster the North wall in the recess back to the door of passage.

Plaster all reveals and sills on ground floor and round off corners.

OUTSIDE: Outside plastering shall be done in two coats. The first shall be 1 to 3 cement and sand and the finishing coat shall be 1 to 2 cement and fine sand trowelled up to a smooth even surface.

Plaster the whole of the new concrete work in Front Elevation and plaster the reveals and sills of all new openings.

GENERAL: Patch and make good all defective plaster work on Front Elevation. For finishing of concrete floors see under "Concretor".

TILING.

All tiling shall be a competent tiler with tiles as selected by the Architect to the p.c. value of 40/- per yard.

Tile the floors of the two entrance recesses and the risers under show windows. Also tile the two side piers up to the verendah and return the tiles round these finishing the corners with angle beads. The inside of North wall back to the passage door shall be tiled to the same height as the show window risers.

Fix 12" rounded marble steps at each of the three front doors and keep the top of these 2" above the concrete floor.

LAVATORY PLOORS.

The whole of the lavatory floors shall be covered with 1" of "Fama" or similar approved composition flooring. This flooring shall be buff in colour and turned up to a 3" radius at walls and it shall be graded to give a fall towards outlets and the existing floors shall be made up as required for this purpose.

FLAT ROOPING.

The verandah roof and the flat roof of the extension to No.1 Shop shall be covered with three layers of 1st. quality, Malthoid or similar approved material. This work shall be carried out by expert workmen employed by the agent for the material used and the roofs shall be made thoroughly watertight. The first layer shall be stuck down with hot bitumen or spot tacked and each successive layer shall be stuck down with a good layer of hot bitumen. This roofing shall be continued through the gutter and well turned up

at walls and parapets and turned down into the sumps. The whole shall be finished perfectly flat and free from buckles.

PLUMBER.

All materials and workmanship shall be of the best and strictly in accordance with the City Council requirements.

DRAINS: The existing drains shall be put in good order and new traps and other fittings shall be put in as required.

The drains for the verandah down pipes shall be 5" and laid under the pavement discharging into the side channel.

<u>PITTINGS:</u> Provide and properly fix six approved W.C. pedestals and six 22"x 16" lavatory basins. The W.C.'s shall be complete with seats p.c.10/6d. each and Methven low down cisterns.

The basins shall be complete with approved brackets, N.P. taps, plug etc.

WASTES: The upstairs W.C.'s shall have 4" cast iron, pipes connected to the drains and the basins shall have galvanised wrought iron wastes fitted with properly ventilated lead traps and they shall discharge over the gully trap.

WATER SUPPLY: Fix in a convenient place on the roof on a properly constructed heart totars stand a 200 gallon 24 gauge corrugated iron tank complete with cover, ball and stop cock etc. and from this lead a 1" pipe down the wall and take he branches to each W.C. cistern.

Properly connect to the City Water Supply and lead a new 2" main through the building and up to the supply tank, and from this main take 2" branches to each lavatory basin and to one draw off point in the Area and another in the recess at entrance to passage.

The draw-off taps shall have hose connections and the one in front shall be a key tap.

SPOUTING & DOWNPIPES: The two down pipes of the versudah shall be 2" wrought iron with swam neck lead sleeves and lead lined sumps and the outlets from the sumps shall be protected with approved wire gratings. The down pipes from the flat roof at back shall be cast iron with approved water head. The existing spouting and down pipes from the main roof shall be replaced with cast iron.

<u>FLASHING:</u> All flashing shall be of 41b. lead well chased in to the concrete or brickwork and made thoroughly watertight.

Flash along the verandah and carry the flashing round the piers and under the window sills, and also flash around the flat roof at back.

GENERAL: Pix 1" lead outlets in all lavatory floors and provide

some with approved brass gratings. Any repairs required to the iron, flashing gutters, and skylights of the main roof shall be done by agreement with the Architect and charged against the lump sum here-in-after mentioned.

PAINTER ETC.

All materials and workmanship shall be of the best.

PAINTING: Unless otherwise specified all new work and work where paint has been burned off shall be done with a priming coat of red lead and oil and two coats of white lead and oil with colouring added to give the required tints. In other existing work the priming coat shall be omitted. Where existing (max) paint is blistered or otherwise defective it shall be burned off.

Paint the whole of the new and existing outside woodwork, spouting, down pipes, verandah rods, exposed wastes inside and outside the building, W.C. cisterns etc. The whole of the front elevation of the building shall be thoroughly cleaned down with wire brushes and it shall receive one cost of boiled oil and three costs of white lead and oil. The whole of the iron roofs shall receive two good costs of red oxide paint.

<u>VARNISEING:</u> The mock beams etc. of verandah ceiling, the woodwork of shop windows, doors, window backing and all inside exposed new woodwork shall be stained to approval and receive one coat of oil,

one cost of spirits, and one cost of approved flat varmish.

The existing inside woodwork as of stairs etc. shall be thoroughly cleaned and receive one coat of spirits and one coat of varnish.

<u>DISTEMPER:</u> All plaster board lining of ceilings and walls shall receive two coats of approved distemper and shall be finished to approved tints.

GENERAL: For glasing see under "Joiner".

WW SUK.

Allow the sum of £300-0-0 (Three Hundred Pounds Stg.) to cover the cost of Electric Lighting and Heating, repairs to the main roof, and work which may be required in addition to and apart from work shown on drawings and specified or implied herein.

GENERAL.

On completion all rubbish shall be cleared away and the whole of the premises shall be left clean and sanitary.

